



# STATE OF INDIANA

MITCHELL E. DANIELS, JR., Governor

JAMES R. CORRIDAN, Director & State Archivist

## INDIANA COMMISSION ON PUBLIC RECORDS

Administrative Offices, Forms & Records Management Divisions  
402 West Washington Street, Room W472  
Indianapolis, IN 46204

TO: Members of the Indiana General Assembly

FROM: Jim Corridan, Director and State Archivist  
Indiana Commission on Public Records

RE: Report to General Assembly on Personal Information Systems

DATE: November 26, 2007

Pursuant to IC 4-1-6-9 and on behalf of 67 state agencies, the Indiana Commission on Public Records (ICPR) submits this report to the General Assembly regarding personal information that state agencies have identified to be in need of statutory protection from public disclosure.

## I. Background

State agencies are required to annually file two reports detailing their collection of personal information. The first, due December 1<sup>st</sup> to the General Assembly, requires the agency to recommend what, if any, personal information collected is need of specific statutory authorization to be maintained on a confidential basis. The second, due December 31<sup>st</sup> to the Governor, requires the agency to detail what new personal information systems exists, what personal information is collected and the reasons for such collection.

Before 2005, no agency complied with these reporting requirements. With the Governor's directive to centralize state IT in 2005, the State Chief Information Officer took on the responsibility for reporting under IC 4-1-6 to prepare one set of reports on behalf of all state agencies. ICPR has assumed responsibility of reviewing all requests to maintain information on a confidential basis, as it is ICPR that performs the function of protecting information via retention schedules.

## II. Conclusion: No Additional Statutory Protection Needed at this Time

Sixty-seven state agencies identified 807 personal information systems. Of these, 118 were identified by the agency as potentially requiring a new statute to protect the personal information. Having reviewed these requests, the ICPR narrowed the 118 systems down to 12 that require further review. ICPR is working with those agencies for the additional information needed to come to the proper conclusion on each request.

The remaining 106 requests were either already covered by existing law, did not comport with the letter or spirit of the Access to Public Records Act, or could be covered by a retention schedule. Thus, no request was deemed warranted to submit to the General Assembly at this time.

If you have any questions or concerns, please do not hesitate to contact me.